

1999 Public Health Conference

Minutes

October 8, 1998

Attending: Laurie Baksh, Paul Wightman, LaDene Larsen, Joyce Gaufin, Corbin Anderson, Ivy Melton Sales, Terri Sory, Kim Hall, Allison Modra

Additional Committee Members

The committee felt that there was not enough representation from public health nurses. Joyce will ask Elisa Hill if there is someone from their group that would like to participate, LaDene will ask people she is in contact with, and Ivy will ask JoEllen Shumway at the Davis County Health Department.

Salt Palace

It is possible that we could be expecting as many as 120 people at the pre-conference. If this is so we will need more space, and Terri will check on room availability. Committee members also wondered who else was scheduled to be at the Salt Palace that day, so Terri will check on that as well.

Hotel Report

Plaza Hotel: The government rate is \$72.00 for a single or double room. Check out time is at 11:00 am, they have luggage storage available and parking is free at one car per room. They have a restaurant (JBs), pool, jacuzzi, work out room, laundry and an airport shuttle.

Shilo Inn: Government rate is \$68.00 for single, \$78.00 for double. Non-Government rate is \$79.00 for 1-2 people in each room. Each room includes a microwave, refrigerator, video cassette player and movie rentals, coffee maker, iron and ironing board, hair dryer, clock radio, and satellite TV. There is also a daily breakfast buffet, free USA Today, airport shuttle, indoor swimming, spa, fitness center, Steak House, Cafe, Check out time is 12:00 noon.

Windham: They havent called Joyce back yet.

Double Tree: Kim still hasnt reached them.

Keynote Speakers

Joyce and Lloyd have put calls in regarding several people. Many of these people have tight schedules and wont confirm until within 2 months of the actual conference date. Some of the people they are considering include: Mohamad Achter, David Satcher, Nancy Dickey (American Medical Association), Reed Tuckson (American Medical Association), Sen. Kennedy & Sen Hatch to talk about collaboration (especially possibility of inviting Hatch to participate on a panel). We also talked about the possibility of extending an invitation to Gov Howard Dean from Vermont.

Conference Theme

After a short discussion it was decided that this years theme would be Collaboration in the 21st Century. Please keep this in mind when planning breakout and general sessions. If anyone has

any ideas of how to incorporate this theme in with a logo of some kind, please let us know!

Brainstorming for Conference Sessions

Due to the fact that not many people were able to attend the last meeting and that we have some committee members who are not on the Wasatch Front, we have decided to try a brainstorm through e-mail. Ivy will send an e-mail asking everyone to come up with 7-10 ideas for breakout sessions and general sessions. If a short title doesn't describe your idea enough, please include a short sentence that will. In addition, if you already have an idea of whether it would make a good break out, general or panel, or if you have an idea for a speaker, please list that as well. After everyone sends their list, they will be combined into content areas and sent out again. If you have any additional ideas to add after reading everyone else's, e-mail those to Ivy again. Finally, we will break up the committee into smaller planning groups with each group planning sessions for a specific content area. Hopefully this process will help keep us ahead of the game and make future meetings run efficiently.

Early Mailing

It was discussed that an early mailing should be sent announcing the dates, location, conference chairs and conference theme as soon as possible. Terri Sory will be preparing a flyer that can be sent out in the next month.

Web Site

Paul Wightman has created a wonderful site that should make planning this entire conference a lot easier! This site is attainable from UPHAs site at www.upha.org. Committee members will be able to access meeting minutes, assignments, e-mails of other committee members, up to date conference agendas as they change, meeting schedules and much more. Ivy will be sending everyone an e-mail detailing how to use the site.

Budget

The committee's budget is due on November 6th. Kim, Terri and Ivy will be meeting with the Salt Palace on October 21, and should have the budget completed shortly thereafter.

It was also discussed that we should have a written agreement with the other sponsoring organizations this year in regards to how losses/revenues will be handled among all groups. Paul Wightman will draft up an agreement.

Meeting Schedule

Remember that for our next meeting we will have to sign in at the front desk at the State Health Department. Ivy will give Genevieve a list of who will be attending that she can leave at the front desk to make this process easier.

Date	Location	Room	Time
November 12, 1998	Utah Department of Health	101	1:00 pm
December 10, 1998	Utah Department of Health	201*	1:00 pm
January 14, 1999	Utah Department of Health	101	1:00 pm
February 11, 1999	Utah Department of Health	101	1:00 pm
March 11, 1999	Utah Department of Health	101	1:00 pm

April 8, 1998	Utah Department of Health	101	1:00 pm
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* PLEASE note different room number!